



CITY OF HOBART

# **AGENDA**

## **Community, Culture and Events Committee Meeting**

### **Open Portion**

**Wednesday, 7 March 2018**

**at 5:00 pm**

**Lady Osborne Room, Town Hall**

## THE MISSION

**Our mission is to ensure good governance of our capital City.**

## THE VALUES

**The Council is:**

<b>about people</b>	We value people – our community, our customers and colleagues.
<b>professional</b>	We take pride in our work.
<b>enterprising</b>	We look for ways to create value.
<b>responsive</b>	We're accessible and focused on service.
<b>inclusive</b>	We respect diversity in people and ideas.
<b>making a difference</b>	We recognise that everything we do shapes Hobart's future.

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## ORDER OF BUSINESS

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**Business listed on the agenda is to be conducted in the order in which it is set out, unless the committee by simple majority determines otherwise.**

### **APOLOGIES AND LEAVE OF ABSENCE**

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**Community, Culture and Events Committee Meeting (Open Portion) held  
Wednesday, 7 March 2018 at 5:00 pm in the Lady Osborne Room, Town Hall.**

**COMMITTEE MEMBERS**

Harvey (Chairman)  
Sexton  
Zucco  
Cocker  
Thomas

**APOLOGIES:** Nil.

**LEAVE OF ABSENCE:** Nil.

**ALDERMEN**

Lord Mayor Hickey  
Deputy Lord Mayor Christie  
Briscoe  
Ruzicka  
Burnet  
Reynolds  
Denison

**1. CO-OPTION OF A COMMITTEE MEMBER IN THE EVENT OF A  
VACANCY**

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**2. CONFIRMATION OF MINUTES**

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The minutes of the Open Portion of the Community, Culture and Events Committee meeting held on [Wednesday, 7 February 2018](#), are submitted for confirming as an accurate record.

**3. CONSIDERATION OF SUPPLEMENTARY ITEMS**

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Ref: Part 2, Regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2015*.

**Recommendation**

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager.

#### **4. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**

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Ref: Part 2, Regulation 8(7) of the *Local Government (Meeting Procedures) Regulations 2015*.

Aldermen are requested to indicate where they may have any pecuniary or conflict of interest in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with.

#### **5. TRANSFER OF AGENDA ITEMS**

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Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*.

A committee may close a part of a meeting to the public where a matter to be discussed falls within 15(2) of the above regulations.

In the event that the committee transfer an item to the closed portion, the reasons for doing so should be stated.

Are there any items which should be transferred from this agenda to the closed portion of the agenda, or from the closed to the open portion of the agenda?

## **6      REPORTS**

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### **6.1    Taste of Tasmania Post Event Report File Ref: F18/19013; 16/118**

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Report of the Festival Director - Taste of Tasmania and the Associate Director City Economy, Tourism and Events of 2 March 2018 and attachments.

Delegation:    Council

**REPORT TITLE: TASTE OF TASMANIA POST EVENT REPORT**

**REPORT PROVIDED BY:** Festival Director - Taste of Tasmania  
Associate Director City Economy, Tourism and Events

**1. Report Purpose and Community Benefit**

- 1.1. The purpose of this report is to examine the 2017 Taste of Tasmania festival (The Taste). This report notes the appointment of a new Festival Director and the subsequent changes to The Taste in 2017, specifically in the areas of festival programming, entertainment, marketing, communications and media.
- 1.2. Furthermore, this report presents the key outcomes achieved in brand development, overall patron and stallholder attendance, waste management and overall financial results.

**2. Report Summary**

- 2.1. Currently in its 29th year The Taste, an annual seven day event in the Hobart City cultural calendar opened on Thursday 28 December, 2017 and continued until Wednesday 3 January, 2018. The festival trading hours were from 11:00 to 23:00, daily with the exception of New Year's Eve which opened at 10:00 to 15:00 and reopened at 18:00 to 01:00.
- 2.2. In 2017, The Taste engaged Myriad Research a company specialising in social and marketing research to capture attendance, profile the audience demographic and conduct a post-event survey to get a greater understanding of the audience attending the festival and to assist with future planning of festivals.
- 2.3. This report directly references the Myriad Research findings. Other sources of data included in this report come from a collaborative approach between The Taste retail and food curation team and several internal team members from City Marketing, Financial Services and the Cleansing and Solid Waste team.

**3. Recommendation**

- 1. That the report be received and noted.**
- 2. A further report outlining the planning for the 30<sup>th</sup> Anniversary Taste festival will be submitted to Council in due course**

#### **4. Background**

- 4.1. Aldermen were invited to attend an open Council workshop on Tuesday 27 February, 2018. The presentation from this workshop is shown as Attachment A to this report.
- 4.2. On Monday 4 September, 2017 the Council resolved to proceed with the 29th Taste of Tasmania Festival. At this same meeting, Council further approved a reduction in the existing stallholder levy from 10% to 5%. It was noted at this meeting that the material impact of this decision would increase the net operating result by \$185,000 to an approved total investment of (\$819,092). (please refer to Attachment B)
- 4.3. A new Festival Director commenced in the role on Tuesday 5 September, 2017. Recognising the short lead-time of approximately 14 weeks, the Festival Director and immediate team were limited by what could realistically be achieved in the short timeframe. The four core deliverables that were driving forces for The Taste in 2017 were: a stronger focus on a visual identity for The Taste; one that highlighted a sensory experience. This identity would translate across 5 areas within the footprint. Namely The Atrium, The Waterfront, The Shed, The Lawns and The Entrance
  - review and reconfiguration of the site layout. This translated into opening up the lawns for the patrons, redefining the entrance to the festival, reassessing the space and stallholder layout in The Shed. Also, across the site footprint there was significant consideration given to additional seating and consideration of crowd control to optimise the patron experience
  - enhance the entertainment program by featuring a combination of local emerging and established artists, community groups and associations
  - reinvigorating the Taste Brand through marketing, advertising, PR and communications.

#### **Programming and entertainment**

- 4.4. The 2017 Taste festival featured an enhanced entertainment program that featured over 160 local emerging and established musicians, dancers, buskers and community associations. Every artist involved in the program was given a paid opportunity to perform.
- 4.5. Some very positive feedback regarding the entertainment program was received from the public following the festival that commended the organisers on their courage, integrity and direction.
- 4.6. The look and feel of the festival was anchored in decorating and designing the five core areas at the festival. Initial concepts, renders and designs were offered by the Festival Director and once approved through the Taste Advisory Group (TAG), four local designers were engaged to develop, deliver and install the concepts. Feedback on social media and also from patrons onsite was positive and encouraging. This visual identity supported the brand transformation of The Taste with many saying "it feels completely new".



### Attendance and Audience Demographic

- 4.7. In 2017, Myriad Research reported an attendance of 220,885 patrons which is an increase of approximately 10,231 patrons compared to the festival in 2016.
- 4.8. The table below details a breakdown of reported attendance throughout the festival and further indicates that the days with the highest visitation were 29, 28 and 30 December.

Date	2017-18	2016-17	2015-16	2014-15
28/12	35,560 (2)	30,928	39,317	44,397
29/12	38,419 (1)	35,426	36,702	28,759
30/12	34,340 (3)	41,732	34,997	33,151
31/12 (10:00 – 15:00)	18,221	20,972	18,156	24,368
31/12 (18:00 – 01:00)	4,888	3,200	N/A	N/A
1/1	31,207	13,423	34,695	41,999
2/1	29,195	34,440	42,285	41,289
3/1	29,055	30,533	29,398	39,222
<b>TOTAL</b>	<b>220,885</b>	<b>210,654</b>	<b>235,550</b>	<b>253,185</b>

- 4.9. Results from research undertaken by Myriad has detailed that of the total attendance at The Taste 60 per cent were Tasmanian, 29.6 per cent from interstate and 9.6 per cent were from overseas.

Place of residence	Frequency	% total sample	2016/17
TAS South	1405	53.3	51.5
TAS North	134	5.1	4.1
TAS North West	64	2.4	2.4
VIC	228	8.7	11.6
NSW	238	9.0	9.2
QLD	173	6.6	7.1
SA	36	1.4	1.5
WA	64	2.4	2.1
NT	16	0.6	0.9
ACT	25	0.9	1.6
Overseas	252	9.6	8.1
<b>Total</b>	<b>2635</b>	<b>100.0</b>	<b>100.0</b>

- 4.10. The 2017-18 event saw an increase in visitation by local residents and those from overseas, with a lower proportion of interstate patrons attending the event.
- 4.11. Highest visitation from overseas included patrons from the UK, USA and China – in total 48 per cent of the total overseas component.
- 4.12. There was a significantly higher proportion of the younger age group (16 – 19 years) and those 60 years plus, with an overall average age of 43 years for both events. A small skew towards female patrons at 51 per cent versus males at 49 per cent, this data is consistent with the past three year's post event reports.

#### **Taste Advisory Group (TAG)**

- 4.13. The TAG consisted of Lord Mayor, Alderman Sue Hickey, Alderman Bill Harvey, the City of Hobart General Manager, Taste of Tasmania Festival Director and immediate core team including Marketing and Sponsorship Manager, Production Manager, newly appointed Food Curator, various Stallholders and a number of independent external members from organisations such as the Department of State Growth, the Waterfront Business Association and the Tasmanian Hospitality Association.
- 4.14. The TAG meetings were chaired by Lord Mayor, Alderman Sue Hickey and driven by the Festival Director. TAG meetings were conducted on a monthly basis and were a fundamental part of the planning for The Taste whereby concepts, ideas and decisions were approved then actioned / executed by the festival team.

### **5. Proposal and Implementation**

- 5.1. It is proposed that the report be received and noted.
- 5.2. It is further proposed that a report detailing considerations for the 30<sup>th</sup> Taste will be presented to the Council in the near future.

## 6. Strategic Planning and Policy Considerations

- 6.1. Recognising that The Taste was tired and the brand in decline, teamed with a significant amount of negative feedback, the City of Hobart acknowledged that change was imperative to the future success and growth of The Taste.
- 6.2. Historically speaking, relationships with the existing Stallholders have been unstable and required attention. Also, the programming elements including the entertainment and aesthetic ('look and feel') was tired and required change. Much of the strategic planning and considerations in the lead-up to The Taste were heavily focused on financial and stakeholder management.

## 7. Financial Implications

- 7.1. Funding Source and Impact on Current Year Operating Result
  - 7.1.1. The Taste is owned and managed by the City of Hobart. The Taste is largely funded by the Council with a total budgeted investment for the 2017 festival of (\*819, 092). At the time of writing this report, The Taste budget is undergoing a full external audit by Wise Lord and Ferguson and the final net operating result is subject to final confirmations, however preliminary calculations have indicated that there is a total investment of (\$705,090). Therefore delivering an improvement on the council approved budget of \$111,541.
  - 7.1.2. This is a very successful result for The Taste. Taking further into consideration the many transformations of The Taste in 2017 and the limited resources and time that were available.
  - 7.1.3. There are three revenue sources within The Taste. Ticketing (including New Year's Eve, Taste Tours and reserved seating areas), Stallholder site fees and levies as well as retail areas including the sales of Taste Festival wine glasses.
  - 7.1.4. In 2017, the entertainment program for New Year's Eve was curated specifically to increase the revenue income for The Taste. Three stages of entertainment ran concurrently to not only increase the footprint of the event but an attempt to cater to a diverse and broad audience. In 2017, 4,888 tickets were sold compared to 3,200 in 2016. This reflects an increase of 1,688 tickets (34 per cent increase). A total of \$397,000 in tickets was sold exceeding set box office target by \$5,000.
  - 7.1.5. The Taste Tours were further remodelled to showcase the provenance of local, seasonal Tasmanian products. The Taste Tours further reinforced the opportunity for festival patrons to have direct contact with the farmers and food producers. A total of 12 Taste Tours were put on-sale (at a capacity of 10 patrons per tour) with an average ticket price of \$35.

- 7.1.6. Taste Tours reached sell-out status approximately 4 days before the festival opened. The Festival Director then requested an additional two tours to go on-sale as a means to maximise revenue. A total of \$10,200 revenue was generated through Taste tours, reaching box office targets.
- 7.1.7. In 2017, five sponsors engaged with the festival offering financial support to the total of \$95,000. Sponsorships decreased by 60 per cent compared to the festival in 2016. This was primarily a result of the poor quality and integrity of the Taste of Tasmania brand. A total of 7 sponsors offered in-kind/ contra support to the value of \$205,000. This included media partnerships with Southern Cross and the Mercury as well as the Department of State Growth

The budgeted allocation for hire of PW1 was \$95,000. The State Government sponsorship of the event meant that there was no hire fee for PW1. The letter from the Premier advising of this fact was distributed to Aldermen under separate cover on 16 January 2018. Given this amount was effectively a contra deal the cost of the shed hire and the associated fee is reflected as a neutral cost in Attachment A.

It is further noted that as part of the State Government sponsorship there is a commitment to jointly fund an economic analysis of the event to assist with future business planning of the Taste.

- 7.1.8. The Taste featured a total of 73 Stallholders, 41 of which were food specific vendors, 31 alcohol specific vendors and two vendors that sold both food and alcohol. This was an increase of seven new stallholders and ensured that every available stallholder space was occupied at the festival. This translated into a total stallholder site fee revenue of \$462K (Ex GST) which is an increase of \$62K compared to the 2016 Taste festival.

## 7.2. Impact on Future Years' Financial Result

- 7.2.1. The expenses and revenues of the 30th Anniversary Festival will be considered as part of the 2018-19 budget process.

## 8. Legal, Risk and Legislative Considerations

- 8.1. No legal, risk or legislative considerations arise from this report.

## 9. Environmental Considerations

- 9.1. The City of Hobart Cleansing and Solid Waste Unit reported that The Taste was very successful in all areas of waste management. Despite an increased attendance at The Taste, overall reporting has celebrated less landfill. Complete metric outcomes are as follows:

- Increase in overall diversion of waste to landfill from 69 per cent to 70 per cent
- Major increase in per cent of organic material from 15 per cent to 24 per cent
- Interesting reduction of per cent of recycling from 38 per cent to 34 per cent
- Small but significant reductions in cardboard from 11 per cent to 7%
- Minor increase in per cent cooking oil from 5 per cent to 6 per cent
- Screeners diverted an addition 1.5 tonnes of material from landfill – predominantly recycling (glass bottles).

## **10. Social and Customer Considerations**

10.1. Social and Customer Considerations have been discussed elsewhere in this report.

## **11. Marketing and Media**

11.1. Through a combination of positive, pro-active and strategic campaigning through the vehicle of television, radio, print and banner advertising; consistent electronic direct mail (EDM) and social media; the marketing, communications and media campaign successfully achieved the following objectives:

- To build and grow The Taste database through digital engagement
- To consolidate The Taste brand by positioning the festival primarily as a food and beverage event, supported by a high quality music and arts program and offering multiple 'lifestyle' and 'sensory experiences'
- To deliver a strong, consistent stream of positive messages to the media
- To demonstrate the high value placed by the City of Hobart on its relationship with its event partners, particularly our sponsors, stallholders and ratepayers.

11.2. The marketing and media campaign was heavily focused on building digital engagement. Statistics detailing when the campaign officially launched on Wednesday 25 October until the close of the festival on Wednesday 3 January, have confirmed that Facebook engagement increased by 17 per cent and Instagram engagement grew by 25 per cent.

11.3. Data from the marketing campaign has further indicated that the total reach of The Taste content peaked at over 539,743 people in Australia, 48,866 people in the United Kingdom and 31,055 in the United States of America. There is no comparative data from The Taste in 2016.

11.4. The Taste website was one of the primary tools for communicating with patrons, reinforcing the focus on digital engagement. The website,

affiliated with the City of Hobart website and associated with 'Open Cities' was based on a template design and the architecture of it was extremely limited in what it could do, how it could display information and essentially how it functioned. The limited functionality of this website was problematic. Consideration will be given to developing a website that is better suited to the needs of The Taste.

- 11.5. At the time of writing this report, a final Advertising Value Equivalent (AVE) was not available, however The Taste featured prominently in many media and news outlets including The Mercury, The Examiner, Channel Seven News, WIN News and ABC News in the two weeks prior to the festival commencing until the close of the festival. The media featured positive stories of The Taste with many media outlets calling The Taste "the most successful festival yet".

## 12. Community and Stakeholder Engagement

- 12.1. Community engagement has been addressed earlier in this report.

- 12.2. Following the 2017 Taste, a debrief was held with the Taste Advisory Group to determine strategic and operational key learnings. Subsequently, post-event surveys were sent to all stallholders, the results of which are still being assessed, compiled and reviewed. Overall, stallholders have reported they had a positive experience both in terms of experience at the festival and financial gain. Further work in building the relationships with stallholders remains integral to the success of The Taste.

## 13. Delegation

- 13.1. This matter is delegated to Council for its consideration.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*




Brooke Webb  
**FESTIVAL DIRECTOR - TASTE OF  
TASMANIA**



Tim Short  
**ASSOCIATE DIRECTOR CITY  
ECONOMY, TOURISM AND EVENTS**

Date: 2 March 2018  
File Reference: F18/19013; 16/118

- Attachment A: Open Council Workshop - 27 February 2018 - Taste of Tasmania Post Event Presentation ↓
- Attachment B: Open Council Resolution - 4 September 2017 - The Taste of Tasmania 2017-18 ↓ 



# Taste of Tasmania 2017

## Post-event report



# What was new in 2017?



















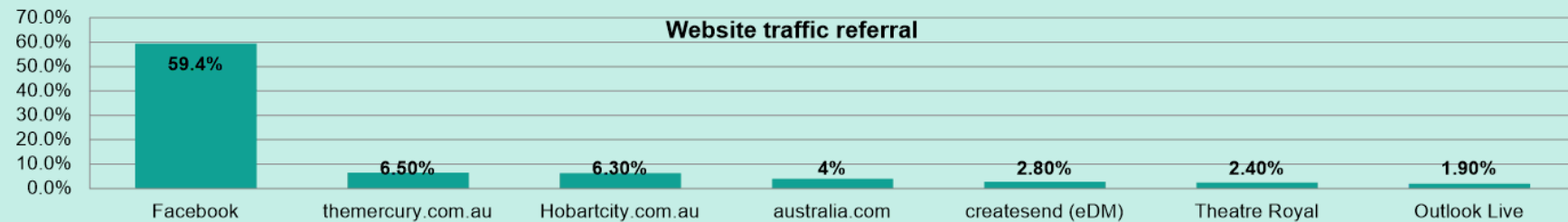
Through a combination of positive & pro-active media campaigning: TV, Radio, Print and Banners; consistent EDM's & social media- the marketing, communications and media campaign successfully achieved the following:

- Growth of Taste Brand by positioning the festival primarily as a food and beverage event, supported by a high quality music and arts program and offering multiple lifestyle and sensory experience. Resulting in a creative conversation with the public.





# Re-building the Taste Brand



## Engagement

## Facebook

(Stats from 25 October 2017 – 4 January 2018)

Facebook followers grew from 13,987 to 17,000 increased by 16%

## Instagram

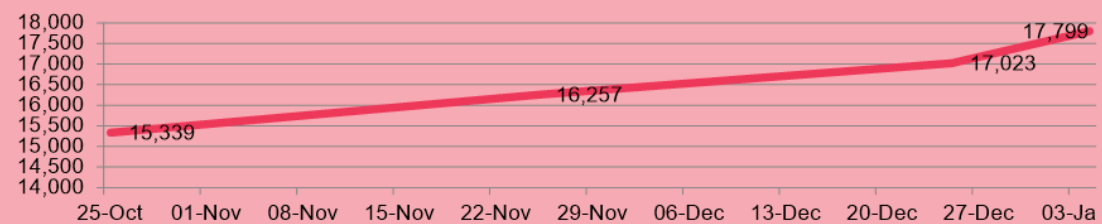
(Stats from 25 October 2017 – 4 January 2018)

Followers grew from 1473 to 1835 – a 24.5% increase – with a spike in followers during the festival.



# Re-Building the Taste brand (cont'd)

Facebook growth

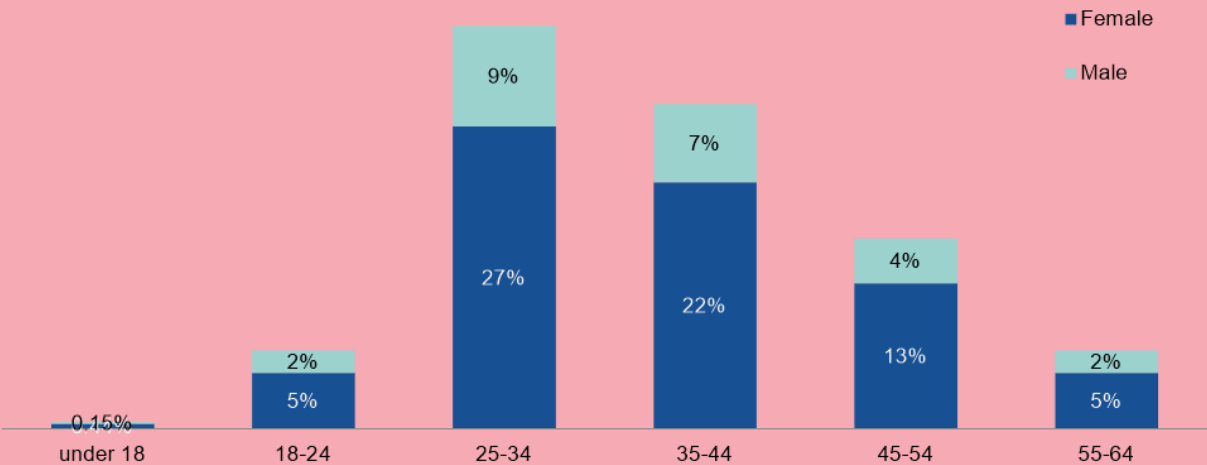


People Reached

(The number of people who saw any content associated with the page)

539,743	Australia
48,866	UK
31,055	USA

Facebook followers by age

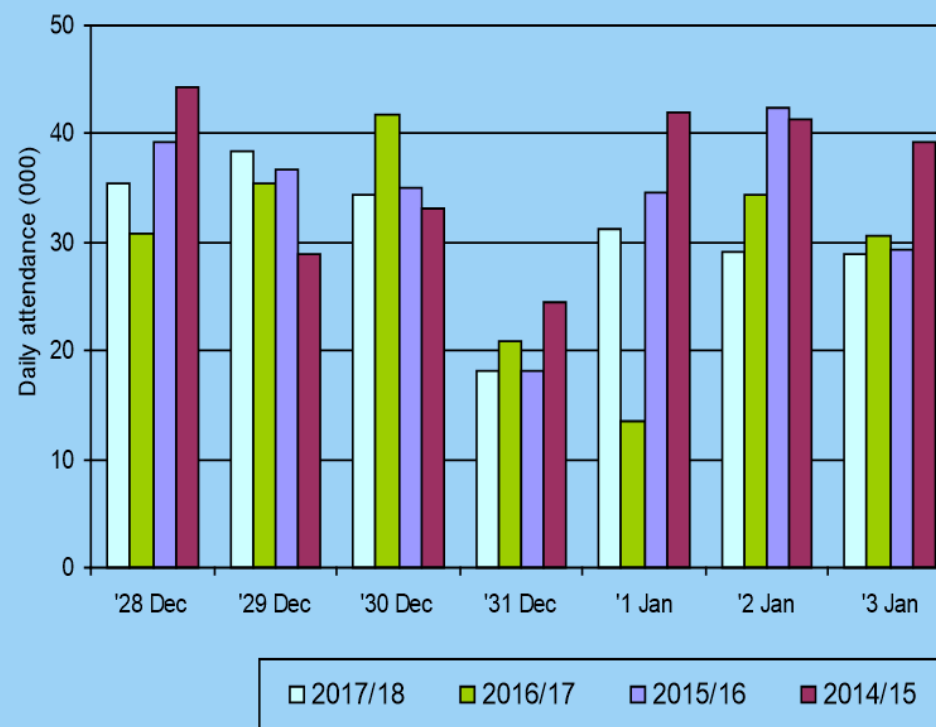


# Attendance

The following table and chart summarise daily and total counts and event attendance (in terms of estimated patron visits) for the 2017/18 event, with comparative figures for the previous three events.

Date	2017/18	2016/17	2015/16	2014/15
28/12	35,560 (2)	30,928	39,317	44,397
29/12	38,419 (1)	35,426	36,702	28,759
30/12	34,340 (3)	41,732	34,997	33,151
31/12	18,221	20,972	18,156	24,368
1/1	31,207	13,423	34,695	41,999
2/1	29,195	34,440	42,285	41,289
3/1	29,055	30,533	29,398	39,222
Total	215,997	207,454	235,550	253,185
Total	220,852	210,654	N/A	N/A

State	Number of tickets
TAS	2035
Unknown	756
VIC	615
NSW	510
QLD	408
Outside Australia	204
WA	159
ACT	68
SA	63
NT	37
Total:	4855

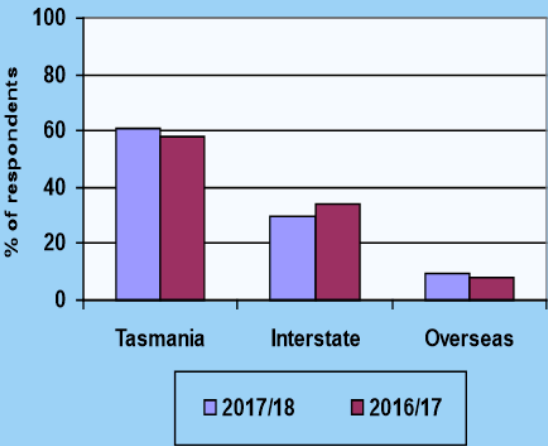




# Information about who our audience is

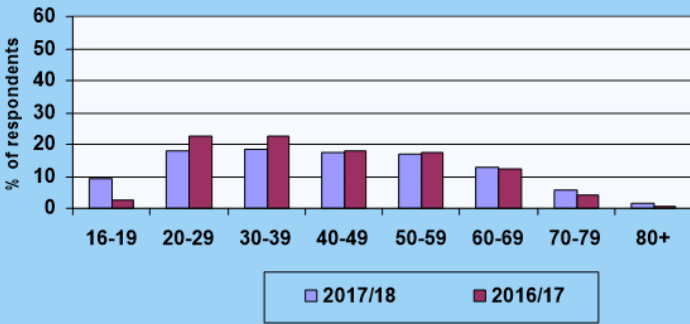
- The 2017/18 event saw an increase in visitation by local residents and those from overseas, with a lower proportion of interstate patrons attending the event.
- 47.7% Male / 52.3 % Female – consistent with data from 2015/2016
- Highest visitation from overseas from the UK, USA and China – in total 48% of the total overseas component.

Place of residence



Place of residence	2017/18	2016/17
Tasmania	60.8	57.9
Interstate	29.6	34.0
Overseas	9.6	8.1
Total	100.0	100.0

Age group

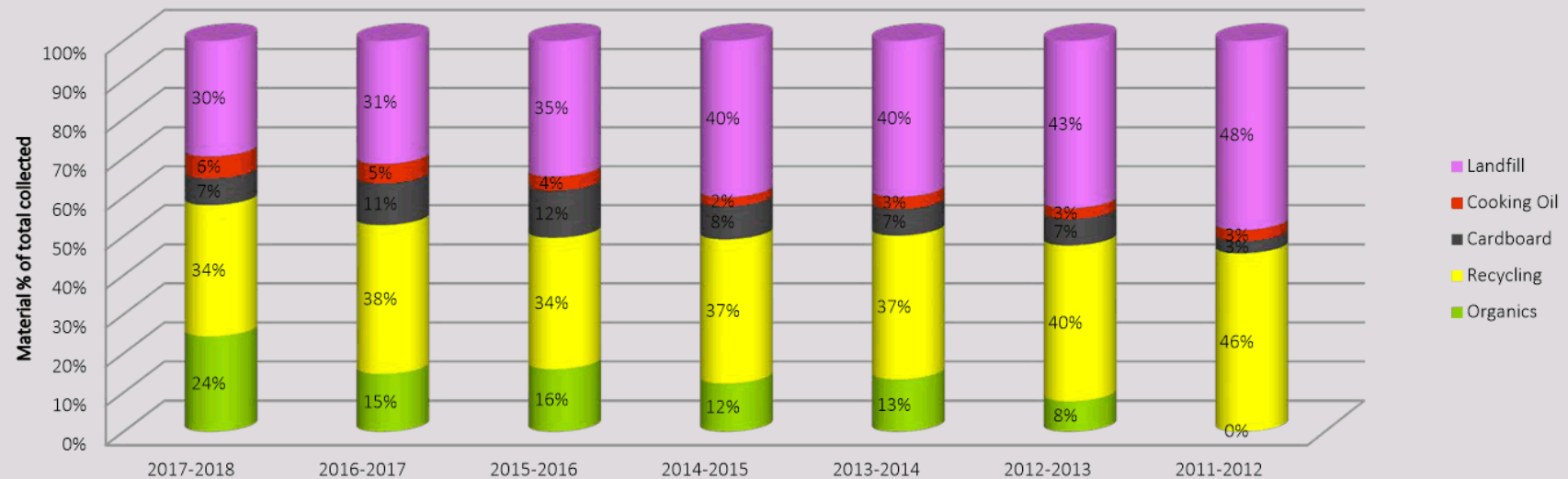


# Stallholders

<b>Stall holder summary</b>	<b>Shed</b>	<b>Esplanade</b>	<b>Atrium</b>	<b>KIP</b>	<b>Line total</b>
Food vendors	19	18	3	1	41
Alcohol vendors	17	11	3		31
Mixed (food/alcohol)	2				2
<b>Stall count</b>	<b>38</b>	<b>29</b>	<b>5</b>	<b>1</b>	<b><u>73</u></b>
<b>Two year tenure</b>					
Two year tenures- Food	14	10	0	0	24
Two year tenures- Alcohol	18	9	3	0	30
Two year tenures- Mixed	2				2
<b>Stall count</b>	<b>34</b>	<b>19</b>	<b>3</b>	<b>0</b>	<b><u>56</u></b>
<b>New stall holders</b>					
New stall holders - Food	4	8	3	1	16
New stall holders - Alcohol	0	2	0		2
<b>Stall count</b>	<b>4</b>	<b>10</b>	<b>3</b>	<b>1</b>	<b><u>18</u></b>

# Waste Management

Taste of Tas Waste - materials collected (% by weight)



## THE RESULTS

- Increase in overall diversion of waste to landfill from 69% to 70%
- Major increase in % of organic material from 15% to 24%
- Interesting reduction of % recycling from 38% to 34%
- Small but significant reductions in cardboard from 11%
- Minor increase in % cooking oil from 5% to 6%
- Screeners diverted an additional 1.5 tonnes of material from landfill – predominately recycling (glass bottles)

# Expenses (\*figures are subject to final audit)

	Approved Council Budget	Actual / Committed Total	Variance
<b>Production</b>	1,353,450	*1,020,779	*332,671
<b>Marketing /Design/ Promotions</b>	170,850	*183,167	*-12,317
<b>Salaries (including on-costs and overtime)</b>	415,512	*412,374	*3,138
<b>Retail &amp; Stallholders</b>	222,180	*185,904	*36,276
<b>Programming</b>	218,000	*217,045	*955
<b>Operational</b>	52,100	*41, 943	*10,157
<b>KIP</b>	147,517	*161,708	*-14,191
<b>Total</b>	2,579,609	*2,180,977	*398,150

# Revenue (\*figures are subject to final audit)

	Approved Council Budget	Actual / Committed Total	Variance
<b>Sponsorship</b>	200,000	*95,000	*(105,000)
<b>Retail activities</b>	460,000	*215,500	*(244,500)
<b>Ticket Sales (NYE, Tours, reserved seating)</b>	365,000	*397,128	*32,128
<b>Stallholder (5%) Levy</b>	370,000 <small>(reflected 10% levy)</small>	*183,588	*(186,412)
<b>Stallholder site fees</b>	400,000	*462,617	*62,617
<b>Taste Equipment Hire</b>	0	*58,808	*58,808
<b>Total</b>	1,795,000	*1,412,641	*(382,359)

## Net Operating Costs (\*Subject to final audit)

	Approved Budget	Actual	Variance
Expenses	2,579,609	*2,180,977	*398,632
Revenue	1,795,000	*1,412,641	*(382,359)
<b>NET operating costs</b>	<b>*council approved reduction in 5% Levy (819,092)</b>	<b>*(705,090)</b>	<b>*111,541</b>

	Approved Budget	Actual	Variance
PPE	*175,000	*155,897	*19,103

## Where to from here?

- Auditing process with Wise Lord & Ferguson commences Wednesday 28 Feb
- Report to Open Community, Culture & Events Committee – 7 March
- Council – 19 March
- Commence planning for the Taste of Tasmania 30 Anniversary festival



# Thank You



Minutes (Open Portion)  
Council Meeting  
4/09/2017

**COMMUNITY, CULTURE AND EVENTS COMMITTEE**

**15. The Taste of Tasmania 2017-18**

**File Ref: F17/102651; 17/32**

Ref: Sp Open [CCE 4.1](#), 4/09/2017

- That:
1. The Council deliver The Taste of Tasmania in 2017-18 in line with the current event format, taking into consideration key patron and stallholder feedback, with a revised approach for future years to be presented to the Council in early 2018.
  2. The Council approve the changes to the Terms of Reference for The Taste of Tasmania Advisory Group, marked as Attachment B to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017, that include:
    - i) An ongoing term of office.
    - ii) Inclusion of the Chairman of the Community, Culture and Events Committee (or the Committee of Council responsible for the oversight of The Taste of Tasmania) as an ex officio member.
    - iii) All necessary operational decisions and actions (such as ticket pricing, marketing, planning, and sponsorship procurement) to deliver The Taste of Tasmania within Council approved budget parameters be delegated to the General Manager.
  3. The fixed stallholders' fees and other charges for the 2017-18 Taste of Tasmania remain the same as 2016-17 fees, and the variable site fee be reduced from 10% to 5% of gross stallholder onsite turnover, as shown in the fees and charges schedule for the 2017-18 event, marked as Attachment C to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017.
  4. The variable site fees be collected using the same 'honour' based system applied in 2016-17, featuring a cash and EFTPOS based transactional system with stallholders utilising their own EFTPOS and Point of Sale systems.
  5. The loss in income associated with the reduction in the variable stallholder site fee in the order of \$185,000 be offset as part of a formal approach for sponsorship to the Tasmanian Government seeking a total of \$250,000 in cash and in-kind support.
  6. The General Manager be delegated the authority to undertake all actions necessary to enact the actions and recommendations detailed in this report, including any amendments to stallholder agreement terms and conditions, as required.

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7. The Lord Mayor and the Chairman of the Community, Culture and Events Committee be authorised to make any necessary media statements at the appropriate times.
8. That Council investigate characterisation of monies treated as a loss be considered to be treated as a grant similar to other festivals and events.

HARVEY  
COCKER

That the recommendation be adopted.

AMENDMENTRUZICKA  
BRISCOE

That part 8 of the recommendation be removed.

LEAVE OF THE MEETING (SPEAK FOR 3 MINUTES MORE)

Alderman Zucco sought leave of the meeting to speak for a further three minutes.

MOVED

CHRISTIE  
COCKER

## PROCEDURAL MOTION CARRIED

VOTING RECORD

## AYES

Lord Mayor Hickey  
Deputy Lord Mayor Christie  
Zucco  
Briscoe  
Ruzicka  
Burnet  
Cocker  
Reynolds  
Harvey

## NOES

Leave to speak for a further three minutes was granted.

Minutes (Open Portion)  
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## AMENDMENT CARRIED

VOTING RECORD

## AYES

## NOES

Lord Mayor Hickey  
Deputy Lord Mayor Christie  
Zucco  
Briscoe  
Ruzicka  
Burnet  
Cocker  
Reynolds  
Harvey

## SUBSTANTIVE MOTION CARRIED

VOTING RECORD

## AYES

## NOES

Lord Mayor Hickey  
Deputy Lord Mayor Christie  
Briscoe  
Ruzicka  
Burnet  
Cocker  
Reynolds  
Harvey

Zucco

**COUNCIL RESOLUTION:**

- That: 1. The Council deliver The Taste of Tasmania in 2017-18 in line with the current event format, taking into consideration key patron and stallholder feedback, with a revised approach for future years to be presented to the Council in early 2018.
2. The Council approve the changes to the Terms of Reference for The Taste of Tasmania Advisory Group, marked as Attachment B to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017, that include:
- i) An ongoing term of office.
  - ii) Inclusion of the Chairman of the Community, Culture and Events Committee (or the Committee of Council responsible for the oversight of The Taste of Tasmania) as an ex officio member.

Minutes (Open Portion)  
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- iii) All necessary operational decisions and actions (such as ticket pricing, marketing, planning, and sponsorship procurement) to deliver The Taste of Tasmania within Council approved budget parameters be delegated to the General Manager.
- 3. The fixed stallholders' fees and other charges for the 2017-18 Taste of Tasmania remain the same as 2016-17 fees, and the variable site fee be reduced from 10% to 5% of gross stallholder onsite turnover, as shown in the fees and charges schedule for the 2017-18 event, marked as Attachment C to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017.
- 4. The variable site fees be collected using the same 'honour' based system applied in 2016-17, featuring a cash and EFTPOS based transactional system with stallholders utilising their own EFTPOS and Point of Sale systems.
- 5. The loss in income associated with the reduction in the variable stallholder site fee in the order of \$185,000 be offset as part of a formal approach for sponsorship to the Tasmanian Government seeking a total of \$250,000 in cash and in-kind support.
- 6. The General Manager be delegated the authority to undertake all actions necessary to enact the actions and recommendations detailed in this report, including any amendments to stallholder agreement terms and conditions, as required.
- 7. The Lord Mayor and the Chairman of the Community, Culture and Events Committee be authorised to make any necessary media statements at the appropriate times.

**6.2 Review of Christmas Carol Grant Program**  
**File Ref: F18/15797; 17/308-004**

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Report of the Manager Community and Cultural Programs and the Associate Director Community Development of 2 March 2018 and attachments.

Delegation: Council

**REPORT TITLE: REVIEW OF CHRISTMAS CAROL GRANT PROGRAM**

**REPORT PROVIDED BY:** Manager Community and Cultural Programs  
Associate Director Community Development

**1. Report Purpose and Community Benefit**

- 1.1. This report provides a summary of outcomes from the Community Development Christmas Grant Program, implemented in 2017 and details the community benefits identified through this model.
- 1.2. The report also provides recommendations for future delivery of the program and details the community benefit derived from the program.

**2. Report Summary**

- 2.1. The City of Hobart Christmas Grant Program made \$55,000 available to community organisations to support the delivery of Community Carols and Christmas Activation projects for the 2017 Christmas period.
- 2.2. A total of 17 community organisations were successful in securing funding through this grant program. This comprised seven Community Christmas Carols grants and ten Community Christmas Activation Quick Response grants, utilising all of the available funds.
- 2.3. A report listing each of the projects funded through this grant program and the community outcomes achieved is provided at **Attachment A** to this report.
- 2.4. As well as information provided by a number of the Community Christmas Carol Grant recipients through the grant acquittal process, debriefs were held with each group. The information collected through this process has informed a series of recommendations to enhance the program.

### 3. Recommendation

*That:*

1. *The Community Development Christmas Grant program continue in its current form.*
2. *The \$55,000 of funding available within this grant stream be increased by \$30,000, to a total of \$85,000 annually, to be included in the Community Development Planning and Coordination function for consideration as part of the 2018-19 budget process.*
3. *\$75,000 of this annual funding pool be allocated towards Community Carols, for grants of up to \$15,000 per project and that \$10,000 be allocated towards Christmas Activation Quick Response Grants, for grants of up to \$750 per project.*
4. *The General Manager be authorised to make any necessary changes to the grant guidelines and application forms relating to this grant program.*
5. *The City of Hobart Policy Applications for Grants - Community Development Division be amended in accordance with Attachment B to this report.*
6. *The value of support provided be recorded as a grant in the Council's Annual Report.*
7. *A further report in relation to the use of other venues, including the Amphitheatre at the Soldier's Memorial Oval, being utilised for community and/or Council events be provided to the April 2018 Community, Culture and Events Committee meeting.*

### 4. Background

- 4.1. On 22 May 2017 Council resolved *inter alia*:

"That the Council endorse the implementation of two new Community Development Christmas Grant categories to be open in June 2017 in conjunction with the existing Community Development Grants Program annual grant categories as follows:

- (i) Christmas Carol Grants where community groups can apply for grants of between \$1,000 and \$10,000 to deliver a community carols event with a total grant pool allocation of \$48,000; and
- (ii) Christmas Activation Quick Response Grants for grants of up to \$1,000 towards local Christmas activities with a total grant pool allocation of \$7,000."

- 4.2. Funding for this program was transferred from the Carols by Candlelight budget function to the Community Development Grants and assistance.
  - 4.2.1. Prior to the 2017-18 financial year the City had allocated \$85,000 within the Carols by Candlelight budget function for the delivery component of the event.
- 4.3. All of the available \$55,000 within this funding stream was allocated with a total of 17 community organisations successful in securing funding. This comprised of seven Community Carols and ten Christmas Activation Quick Response Grants.
- 4.4. All Community organisations within Hobart were emailed information regarding this grant stream, with advertisements placed in *The Mercury* and information also promoted via the City of Hobart's web and social media channels.
- 4.5. City of Hobart staff worked closely with the organisers of each of the seven Community Carols' events to ensure that these, mostly large and complex events, were delivered successfully. This support focused on access and inclusion, promotion, safety and sustainability.
- 4.6. Feedback regarding the delivery of each of the Community Carols' events from community members, event organisers and elected members has been extremely positive.
  - 4.6.1. It is noted that the larger events found the delivery of the event with the \$10,000 grant challenging when taking into account the production costs associated with holding an event to the required standard.
- 4.7. Each of these events provided an opportunity for local communities to plan and deliver an event suited to their needs and their aspirations. Each event responded to and built on the resources, networks, venue and skills available within each of the local communities.
- 4.8. A diversity of venues were utilised by the seven Community Christmas Carols events funded by the Council. This included Council-managed parks and community halls as well as churches and school grounds.
- 4.9. For future iterations of the Community Christmas Carols program it is envisaged that, subject to the Council's standard booking processes, all Council-owned and managed facilities would be available.
  - 4.9.1. This could include sites on the Queen's Domain, including the small amphitheatre which will be constructed by August this year at the Soldier's Memorial Oval, or other venues identified for development within the Queen's Domain Master Plan 2013-2033 over time. It is understood that the Soldiers Memorial Oval amphitheatre will accommodate around 30 to 40 people.



- 4.9.2. A further and more detailed report is being prepared for the April 2018 Community, Culture and Events Committee meeting in relation to the opportunity for Council venues being utilised for larger scale events.
- 4.10. It should also be noted that there is still the capacity for event organisations to apply for funds through the Community Development Event or Event Partnership Grant programs to stage large scale Christmas focussed events within Hobart.
  - 4.10.1. The Event Grant round, which is for funding of up to \$20,000 closed on 5 March. The Event Partnership Grant round, which is for funding over \$20,000, will be open on 4 June and will close on 16 July 2018.
- 4.11. While some of the grant recipients are yet to complete their acquittals, based on completed acquittals, as well as information collected during debriefs with event organisers, a summary of the delivery and outcomes of the events funded through the program is shown at **Attachment A** to this report.
- 4.12. There was a good spread of Carols events across the city over two weekends in December, with events taking place in the city centre, western and northern suburbs, at times of day that encouraged families to attend.
- 4.13. The seven Community Carols events ranged from smaller indoor events such as the 'Carols Together' event held at the Central Church in Elizabeth Street, which had an audience of approximately 100 people to larger outdoor community wide events such as the 'Carols at John Turnbull Park' that had an audience of approximately 1,500 attendees.
- 4.14. Based on completed acquittals and estimates from event organisers collected during debrief meetings with City of Hobart staff, attendance at events funded through the Community Christmas Carol grant stream was approximately 5,290 and for the Christmas Activation grant stream, 2,790, a total of 8,080 audience members.
- 4.15. This is similar to the total audience attendance at previous Christmas Carols events delivered by the City of Hobart at St David's Park.
- 4.16. The community and business benefit outcomes (in terms of equipment hire and the provision of other services) are also seen to have been successful.
  - 4.16.1. It should be noted that this was the first year that this approach was trialled by the City and the community. Based on the positive feedback of event organisers and the community it is envisaged that audience numbers will grow in any future iterations of this program.

- 4.17. Whilst each of the Community Carols events were locally focused and each event had a different feel, all of the events were successful in bringing local communities together to share, celebrate and connect, helping to nurture individual and community wellbeing and resilience across the city.
- 4.18. The financial investment by the City has provided the community with multiple opportunities to plan and deliver its own events in an inclusive, safe and sustainable way.
- 4.19. While many of the community benefits resulting from programs such as this are difficult to quantify, information provided by grant recipients indicate that the \$48,000 investment by the City through the Community Carol stream leveraged considerably more in financial and in-kind support from businesses, community organisations and individuals.
- 4.20. It should be noted that as well as the \$48,000 in cash provided through this funding stream a further \$5,350 of in-kind support was also provided by the City in support of the Community Christmas Carols events. This was made up of the waiving of park hire fees valued at \$1,114, the provision of waste services valued at approximately \$2,500, traffic management staff costs of approximately \$500, and Environmental Health services valued at \$300. The City also funded two Auslan interpreters to provide a service to the deaf community at the Guildford Young event at a cost of \$950.
  - 4.20.1. Given the extra support provided by the Council outside of the budget allocation for this grant stream, it is recommended that the amount that each Community Christmas Carols event can apply for be increased to cover future requests.
  - 4.20.2. It was noted that feedback from some of the larger event organisers was that \$10,000 was insufficient to cover production costs so an increase to grants of \$15,000 is proposed.
- 4.21. A considerable amount of officer time was also allocated to support the seven Community Carols events. It is envisaged that a similar level of officer support for successfully funded projects will be required for future iterations of this program; however the nature of the support may become more specific as event organisers increase their skills and experience, such as in the areas of creative or concert program design.
- 4.22. While requiring less financial input and in-kind support from City of Hobart staff, the ten smaller Christmas Activation projects nonetheless successfully delivered a diverse range of activities, events and projects within a broad range of venues within the city.
- 4.23. The \$7,000 investment by the City in the Christmas Activation Quick Response grant stream leveraged a further \$28,000 of in-kind and financial support by other community organisations and members, the involvement of 553 volunteers with a total of 2,940 people attending the ten funded projects.

- 4.24. Of the ten funded projects within this stream, two were for approximately \$500 and eight were for \$1,000.
- 4.24.1. In order to maximise the use of funds within this stream it is recommended that in future iterations of this grant stream the maximum amount per project be reduced to \$750. This would provide sufficient funds to support smaller activations while potentially increasing the number of projects able to be supported.
- 4.25. The next Community Christmas Carol Grants round is scheduled to open on 18 June and close on 16 July 2018, with advertising and promotion taking place mid-May. The next round of the Community Christmas Quick Response Activation Grants is scheduled to open on 1 October and close on 29 October, with advertising and promotion taking place mid-September.

## 5. Proposal and Implementation

- 5.1. It is proposed that the Community Development Christmas Grant program continue in its current form, with the \$55,000 of funding available within this grant stream being increased by \$30,000, to provide a total of \$85,000 annually.
- 5.1.1. This would be consistent with previous years' funding of \$85,000 within the Carols by Candlelight budget function for the event delivery.
- 5.2. It is proposed that \$75,000 of this annual funding pool be allocated towards Community Carols, for grants of up to \$15,000 per project and that \$10,000 be allocated towards Christmas Activation Quick Response Grants, for grants of up to \$750 per project.
- 5.3. It is further proposed that the General Manager be authorised to make any necessary changes to the grant guidelines and application forms relating to this grant program. This would include the City of Hobart Policy Applications for Grants - Community Development Division being amended in accordance with **Attachment B** to this report.
- 5.4. Further information in relation to the use of other venues, including the Amphitheatre at the Soldier's Memorial Oval, being utilised for community and/or Council events will be provided to the April 2018 Community, Culture and Events Committee.

## **6. Strategic Planning and Policy Considerations**

6.1. This item responds to the following strategic objectives in Goal 1 - Economic Development, Vibrancy and Goal 4 - Strong, Safe and Healthy Communities in the *Capital City Strategic Plan 2015-2025*.

“1.3 Vibrant city centre and suburban precincts;

1.5 Cultural and creative activities build community wellbeing and economic viability;

4.1 Community connectedness and participation realises the cultural and social potential of the community;

4.3 Build community resilience, public health and safety; and

4.4 Community diversity is encouraged and celebrated.”

## **7. Financial Implications**

7.1. Funding Source and Impact on Current Year Operating Result

7.1.1. No impact on current financial year operating result.

7.2. Impact on Future Years' Financial Result

7.2.1. An increase of \$30,000 would be required to the Grants and Assistance Budget task within the Community Development Policy Management budget function for 2018-19, and subsequent years, noting that previously there was an \$85,000 allocation for the service delivery component of the Carols event in 2016.

7.3. Asset Related Implications

7.3.1. At this time there are no asset related implications arising from this report, though consideration is being given to the need to acquire additional beanbags to better support increased community requests for this type of equipment.

## **8. Legal, Risk and Legislative Considerations**

8.1. Successful grant recipients enter into a grant agreement that provides the funded organisation and the City of Hobart with clearly defined responsibilities and benefits.

8.2. This includes a requirement that all funded organisations have appropriate risk assessments, emergency management plans and all necessary insurance in place.

8.3. All funded projects are acquitted to ensure that funds and resources have been allocated as indicated within funding applications.

## **9. Environmental Considerations**

- 9.1. All funded projects within the Christmas Grant stream agree to abide by the City's waste minimisation guidelines, which includes the use of compostable take away containers if required and the promotion of public and non-motorised transport.
  - 9.1.1. All of the Council funded Community Christmas Carol events that provided take away food complied with this requirement.
  - 9.1.2. There were significant numbers of attendees at all events that utilised non-motorised transport such as bicycles and walking and one event held at Guildford Young College organised buses to reduce vehicle traffic within the area.

## **10. Social and Customer Considerations**

- 10.1. The recommendations within this report provide opportunities for local community organisations to increase their ability to deliver safe, sustainable and inclusive community events.
- 10.2. The increased opportunities for the wider community to participate in these events will further enhance community health and wellbeing, resilience and social inclusion.

## **11. Marketing and Media**

- 11.1. While there was some initial negative comment in relation to the Council decision to fund local community Carols events rather than one large City coordinated event, community feedback on the delivery of the Community Carols and Christmas Activation Quick Response funded activities has been extremely positive.
- 11.2. There is the potential to build on this positive community perception of the program in collaboration with the City's communications and marketing staff as part of the delivery of the 2018 program.

## **12. Community and Stakeholder Engagement**

- 12.1. In the preparation of this report, the author has consulted with the Manager Community and Cultural Programs, Community Development Officer - Grants, Program Leader Parks and Reserves and the Senior Executive Communications and Marketing.
- 12.2. While the Christmas Grant program impacts on the wider community, key stakeholders in relation to this issue are community, church and school based organisations.
- 12.3. All grant recipients have been contacted to provide feedback in relation to their specific event as well as the grants program as a whole.

- 12.4. Emergency services such as Tasmania Police also have an interest in the development and delivery of events stemming from this funding program and are involved in planning and coordination with City of Hobart staff.

### 13. Delegation

- 13.1. This report is delegated to Council.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*





Kimbra Parker  
**MANAGER COMMUNITY AND  
CULTURAL PROGRAMS**



Philip Holliday  
**ASSOCIATE DIRECTOR COMMUNITY  
DEVELOPMENT**

Date: 2 March 2018  
File Reference: F18/15797; 17/308-004

Attachment A: 2017 funded Christmas grant projects ↓   
Attachment B: City of Hobart Policy - Application for Grants - Community Development Division ↓ 

City of Hobart Community Development Christmas Grant Program  
2017 Funded Projects

Organisation	Project	Location	Funding	Audience	Highlight of feedback from Grant Recipients
Community Christmas Carols					
Catholic Archdiocese of Hobart	Carols on the Hill	Hobart	\$10,000	900*	<p>N.B. Not all grant acquittals have been completed. A summary of outcomes based on completed acquittals and feedback from grant recipients is provided below.</p> <ul style="list-style-type: none"> <li>• Our Christmas Carols event highlighted and shared our culture with the wider community.</li> <li>• Fostered community cohesion.</li> <li>• Increased event management skills and confidence in our committee.</li> <li>• Helped us to reach new audiences and connect with community.</li> <li>• Created opportunities for people in the community to participate.</li> <li>• Developed relationships with other organisations and strategic partners within the community to support future event delivery.</li> <li>• Activated our city and community spaces.</li> <li>• Enhanced a sense of place and identity in our community.</li> <li>• Helped to celebrate Christmas most effectively at a grassroots level in our community.</li> </ul>
Mount Stuart Residents' Association Inc	Christmas Carols in Mount Stuart	Mount Stuart	\$6,345.00	350*	
St Michael's Collegiate School	Nine Lessons and Carols Concert	Hobart	\$5,503	450	
Korean Full Gospel Church in Hobart Inc (Hobart Central Church)	Carols Together 2017	Hobart	\$3,399	190	
New Town Community Association	New Town Community Christmas Carols	New Town	\$10,000	1,200*	
Anglican Parish of New Town and Lenah Valley	Carols at John Turnbull	Lenah Valley	\$1,500	1,700*	
Lansdowne Crescent PS & CA	West Hobart Community Christmas Carols	West Hobart	\$9,820	500	
<b>Total Attendance</b>				<b>5,290</b>	

\* Acquittal yet to be completed, figure is based on debrief with event organisers.

City of Hobart Community Development Christmas Grant Program  
2017 Funded Projects

Organisation	Project	Location	Funding	Audience	Highlight of feedback from Grant Recipients
Community Christmas Activation Quick Response Grants					
Hobart Men's Barbershop Harmony Club	The Singing Shed Christmas Project	Calvary Hospital	\$1,000.00	160	<ul style="list-style-type: none"> <li>Increased physical activity, reduced isolation, building confidence.</li> </ul>
West Hobart Neighbourhood Watch	West Hobart Christmas Barbecue	West Hobart	\$560.00	130	<ul style="list-style-type: none"> <li>Helped to strengthen community cohesion and sense of connection in West Hobart.</li> </ul>
Colony 47 Inc.	Community Christmas Lunch	North Hobart	\$1,000.00	350	<ul style="list-style-type: none"> <li>Acquittal yet to be completed.</li> </ul>
Scots Memorial Uniting Church	Carols by Candlelight Event	Hobart	\$1,000.00	250	<ul style="list-style-type: none"> <li>Encouraged the formation of a small ongoing choir with participants from around Hobart.</li> </ul>
Battery Point Community Association	Battery Point Community Christmas Party	Battery Point	\$750.00	130	<ul style="list-style-type: none"> <li>The event contributed to building community spirit across Battery Point residents, friends and businesses.</li> </ul>
C3 Church Hobart	Christmas at C3	South Hobart	\$1,000.00	550	<ul style="list-style-type: none"> <li>Provided community with an opportunity to attend a family-based Christmas event.</li> </ul>
Tasmanian Youth Orchestra	Christmas Party at Government House	Hobart	\$500.00	220	<ul style="list-style-type: none"> <li>Young musicians enjoyed the opportunity to perform and allowed SES audience members to hear classical music.</li> </ul>
New Town Primary School	Night on the Green	New Town	\$500.00		<ul style="list-style-type: none"> <li>Event cancelled due to storm.</li> </ul>
Inscape Tas	Carols at the Royal	Royal Hobart Hospital	\$1,000.00	800	<ul style="list-style-type: none"> <li>'Carols' performance in the foyer of the RHH raised the awareness of the positive effects of arts in health care.</li> </ul>
Salamanca Square Inc.	Activating Salamanca Square with a family movie	Salamanca	\$1,000.00	200	<ul style="list-style-type: none"> <li>Activated Salamanca Square on a usually very quiet period, Sunday afternoon.</li> </ul>
<b>Total Attendance</b>				<b>2,790</b>	



City of Hobart

# Policy

**Title:** Applications for Grants –  
Community Development Division

**Category:** Community Services and Events

**Date Last Adopted:** 4 December 2017

## 1. Objectives

The policy sets out the City of Hobart's approach to managing the Community Development Division's Grants Program.

The objective of the Community Development Grants Program is to encourage and support community and cultural organisations as well as small businesses to develop and deliver Hobart-based events, projects and activities that have community, cultural or economic outcomes that align with the Future Directions within the City's Strategic Plan.

## 2. Background

The Council makes available grant funding to assist community, cultural, other organisations and businesses through its Community Development Grants Program.

The Community Development Grants Program provides transparent and equitable governance for the City's support of projects with the intention of assisting the community, organisations, and businesses in the Hobart municipal area.

## 3. Policy

That:

1. The City makes grant funds available to assist community, cultural, business and other organisations through its Community Development Grants Program.
2. Under each stream there are a number of grant categories. The funds available for each category are listed in the following table.

Grant Streams	Available Categories	Funding Amounts (\$)
Creative Hobart	<ul style="list-style-type: none"> <li>- Major Cultural Organisations</li> <li>- Medium Cultural</li> <li>- Small Cultural</li> <li>- Quick Response</li> </ul>	<ul style="list-style-type: none"> <li>- Over \$10,000</li> <li>- \$7,000 to \$15,000</li> <li>- \$1,000 to \$5000</li> <li>- Up to \$1,000</li> </ul>
Community	<ul style="list-style-type: none"> <li>- Small Community</li> <li>- Quick Response</li> </ul>	<ul style="list-style-type: none"> <li>- \$500 to \$5,000</li> <li>- Up to \$500</li> </ul>
Event	<ul style="list-style-type: none"> <li>- Event Partnerships</li> <li>- Event</li> <li>- Quick Response</li> </ul>	<ul style="list-style-type: none"> <li>- Over \$20,000</li> <li>- Under \$20,000</li> <li>- Up to \$1,000 (in-kind only)</li> </ul>
Christmas	<ul style="list-style-type: none"> <li>- Community Christmas Activation Quick Response</li> <li>- Community Christmas Carols</li> </ul>	<ul style="list-style-type: none"> <li>- Up to <del>\$1000</del>750</li> <li>- \$1,000 - \$1<del>50</del>,000</li> </ul>
Marketing	<ul style="list-style-type: none"> <li>- Shopfront Improvement</li> <li>- Local Trader Marketing</li> <li>- Civic Banner Quick Response</li> </ul>	<ul style="list-style-type: none"> <li>- Up to \$5000 (matched funding)</li> <li>- Up to \$5,000</li> <li>- Up to \$1,000</li> </ul>
Venue Support	<ul style="list-style-type: none"> <li>- Venue Support Quick Response</li> </ul>	<ul style="list-style-type: none"> <li>- Up to \$1,000 (in-kind only)</li> </ul>
City Partnership	<ul style="list-style-type: none"> <li>- Small</li> <li>- Large</li> </ul>	<ul style="list-style-type: none"> <li>- \$10,000</li> <li>- \$30,000</li> </ul>

3. The grant streams for Event Grants, Medium Cultural Grants, Small Cultural Grants, Small Community Grants, Shopfront Improvement and Local Trader Marketing Grants will be available to the public twice yearly opening in August and February each year. The grant allocation pools will be distributed between both rounds.
4. The following criteria will be applied to the City Partnership grants.
  - Events that have been delivered within the City of Hobart for at least ~~40~~ten years;
  - Small to mid-sized community, cultural or commemorative events that are not eligible to apply for Event Partnership Grant funding;

- Events that are held on or in City of Hobart property or venues and that utilise City of Hobart infrastructure, services and/or equipment; and
- This program does not provide support for sporting or recreational focussed events and activities.

The City Partnership grants will be provided through a five (5) year partnership agreement with each of the following organisations

- Small
  - Festa Italia
  - Greek Orthodox Church and Benevolent Society of St George (Hobart) (Estia Greek Festival)
  - The City of Hobart Eisteddfod
- Large
  - The Royal Hobart Regatta
  - The Sandy Bay Regatta
  - RSL Tasmania, Hobart ANZAC Day Commemorative Committee

City Partnership funded organisations are not eligible to apply for funding through any other City of Hobart grant funding stream.

Each organisation funded through the City Partnership grant stream will provide an annual report to Council that includes information on expenditure and utilisation of City of Hobart financial and in-kind support as well as other details on the delivery of the event.

5. Approximate Timing of Grants:

Round 1	Round 2
<ul style="list-style-type: none"> <li>• Open Round - August</li> <li>• Close Round - September</li> <li>• Assessment - September</li> <li>• Report to Committee/Council - October</li> </ul>	<ul style="list-style-type: none"> <li>• Open Round - February</li> <li>• Close Round - March</li> <li>• Assessment - March</li> <li>• Report to Committee/Council - April</li> </ul>
<p>Major Cultural Organisations</p> <p><u><a href="#">Grants, Community Christmas Carols and Events Partnership Grants:</a></u></p> <ul style="list-style-type: none"> <li>• Open Round - June</li> <li>• Close Round - July</li> <li>• Assessment - July</li> </ul>	

- Report to Committee/Council – August/September

City Partnership

- Five (5) year agreement, dependent on annual acquittal from participating organisations.

[Community Christmas Activation Quick Response](#)

- [Open Round – 1 October](#)
- [Close Round – 31 October](#)
- [Assessment - November](#)

6. All grant streams, apart from City Partnership, have quick response grants, which are available throughout the financial year each year until such time as the annual budget allocation is fully utilised. The quick response grants for Creative Hobart, Event Grants and Marketing Grants will be for a maximum of \$1000 per grant, with the Community Grants providing a maximum of \$500 per grant. Quick Response Event Grants are for in-kind support for the loan of equipment only and are not available for cash.
7. Major Cultural Organisation Grants and Event Partnerships will only be advertised once a year and applications will open in June. Multi-year funding is available in these grant streams.
  - (i) Major Cultural Organisations are defined as follows:
    - (a) Based in the City of Hobart
    - (b) Report an annual income of at least \$1.5 million
    - (c) Employ professional, permanent staff
    - (d) Deliver year-round public outcomes in Hobart
    - (e) Are infrastructure-based organisations with public presentation space and
    - (f) Operate on a not-for-profit basis.

- (ii) Major cultural organisations are also eligible to apply for the project grant rounds in Community, Culture and Events in the twice yearly grant rounds, in addition to any annual organisational grant.
8. Successful applicants for Event Partnerships cannot apply through the City's other funding streams for the same project.
  9. All assistance available to applicants is provided by way of grants, and not rate reductions (except pensioner remissions), waiving of fees and charges or rental subsidies.
  10. Where the City is unable to provide the full financial support requested by an applicant under this policy, any lesser financial assistance by the City will involve consultation with the applicant at time of a grant offer being made.
  11. As part of the application process, the City may consult with an applicant regarding possible modifications to their proposal which would address more appropriately the Council's strategic objectives.
  12. City officers will have three working days to contact applicants after the grant round has closed to clarify technical points such as eligibility, if necessary, or to request the provision of supplementary information that would assist the assessment panel in its deliberations.
  13. Applications will be assessed according to the guideline documents for each grant stream as provided on the City of Hobart's website.
  14. Assessment panels will assess applications for each grant stream (with the exception of quick response grants). The panels will comprise at least one external representative from the community, cultural, business or event sectors as appropriate, as well as City officers. The panels will assess applications against the assessment criteria set out in the grant guidelines.
  15. Assessment panel recommendations will be referred to either the Council's Community, Culture and Events Committee or the Economic Development and Communications Committee via an officer report and then onto the Council for consideration.
    - (i) The reports will detail the outcome of the assessment process, and in particular who were the successful and unsuccessful applicants.
  16. Quick response grants will be considered when they are received throughout the year, and they will not be offered through specific funding rounds.
  17. Quick response grants will be approved under the [Associate](#) Director's General Delegation (as referenced in the City's delegation register), whereby the City's [Associate](#) Director Community Development is able to approve grants to organisations for \$1000 or less, where the organisation has not received a quick

response grant more than once in a calendar year subject to other guidelines and principles'. The total delegated amount will have an upper limit in line with the budget allocation for each quick response grant stream as approved by the Council.

18. Where new quick response grants have been awarded, this information would be provided to the relevant Council Committee at its next meeting. These reports would not be subject to Council determination as they would be provided for information only.
19. The General Manager is delegated to authorise administrative changes to the Community Development Grants Program guidelines in line with this policy, as required throughout the implementation of the program.

#### 4. Legislation, Terminology and References

Capital City Strategic Plan 2015-2025

Delegations Register – Community, Culture and Events Committee Terms of Reference

<b>Responsible Officer:</b>	Director Community Development
<b>Policy first adopted by the Council:</b>	21 September 2015
<b>History</b>	
Amended by Council	21/12/2015
Amended by Council	25/1/2016
Amended by Council	6/6/2016
Amended by Council	25/7/2016
Amended by Council	21/11/2016
Amended by Council	22/5/2017
Amended by Council	5/6/2017
Amended by Council	4/12/2017
<b>Next Review Date:</b>	March 2018

**6.3 Food Not Bombs - Request to Waive Venue Hire Fee**  
**File Ref: F18/17341; 16/194**

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Report of the Manager Community and Cultural Programs and the  
Associate Director Community Development of 2 March 2018.

Delegation: Council



**REPORT TITLE: FOOD NOT BOMBS - REQUEST TO WAIVE VENUE HIRE FEE****REPORT PROVIDED BY:** Manager Community and Cultural Programs  
Associate Director Community Development**1. Report Purpose and Community Benefit**

- 1.1. This report seeks approval to continue to waive hire fees at Criterion House for Food Not Bombs which is a local not-for-profit (NFP) collective of volunteers who source food donations which they then prepare and serve as a free weekly vegan meal for the community.
- 1.2. This volunteer group has been using Criterion House as part of a six month trial and have consistently delivered a weekly free, friendly and dignified community meal.

**2. Report Summary**

- 2.1. The Food Not Bombs program operates across the world providing an inclusive and welcoming invitation to those people marginalised in society through homelessness, a lack of healthy food and social isolation.
- 2.2. Food Not Bombs is a local NFP collective of volunteers who source food donations, then prepare and serve a free weekly vegetarian meal for the community every Saturday evening.
- 2.3. Over the past few years the group has developed a loyal clientele of approximately 40 people in Hobart. Volunteers describe many of their clientele as being older and homeless.
- 2.4. Food Not Bombs has been operating out of Criterion House, utilising a fee waiver which has enabled them to offer meals to the community for free.
- 2.5. Numbers of community members accessing the service average between 20 and 30 people each Saturday. This includes homeless people, travellers, students, older people and many other members of the community. There are some people who attend each week and others that attend every so often. The service has created a sense of community and the place to build relationships.
- 2.6. Food Not Bombs has stated that it appreciates the support of the City of Hobart and consider Criterion House to be a well suited venue.
- 2.7. Food Not Bombs has agreed to support the access of Pets in the Park (a volunteer pop up vet clinic for homeless or those at risk of homelessness once a month) to the venue and welcome common users of both community programs.



- 2.8. The ongoing viability of this program relies on the availability of an affordable and preferably free venue, as no income is generated by the group. Users are asked to contribute a gold coin donation if they can afford it. Weekly donations collected amount to ten to fifteen dollars and this is spent on dry goods such as spices, bean, rice and oil.
- 2.9. Approval is sought for a fee waiver, for the weekly usage of Criterion House, to allow Food Not Bombs volunteers to prepare and serve free meals to the community, in an inclusive environment every Saturday evening.

### 3. **Recommendation**

#### ***That:***

1. ***The Council waive the hire fees of \$60.00 per week for the not-for-profit community group, Food Not Bombs to use Criterion House. The group will prepare and serve free weekly meals to community members on Saturday evenings.***
2. ***The value of the support be recorded in the City of Hobart Annual Report in accordance with the Council's policy in relation to the disclosure of grants and benefits.***

### 4. **Background**

#### **Food Not Bombs**

- 4.1. Food Not Bombs is gaining momentum throughout the world. There are hundreds of autonomous chapters sharing free vegetarian food with hungry people and raising awareness around war and poverty. Food Not Bombs is not a charity. This energetic, all volunteer, grassroots movement is active throughout the Americas, Europe, Africa, the Middle East, Asia and Australia. For over 30 years the movement has worked to end hunger and has supported actions to stop the globalisation of the economy, restrictions to the movements of people, end exploitation and the destruction of the earth and its beings.
- 4.2. Users of this service, the volunteers engaged in the project and the wider community benefit from the community capacity building outcomes of this project.
- 4.3. The Hobart organisers were lucky enough to find a local organic vegetable stall that was happy to donate all its unsold vegetables from the Salamanca Market.
- 4.4. The Hobart organisers have the support of a local baker who also donates unsold goods.

**Venue Hire**

- 4.5. Mathers House and Criterion House have become well recognised as a welcoming community space for all people and especially older people.
- 4.6. During weekdays between 9.00 am to 5.00 pm, the venue is primarily used for Council organised positive ageing programs. Outside of these times, the venue is available for casual and regular hire by both the private and NFP sectors.
- 4.7. Unlike the upper level of Mathers House, the Criterion House facility is not available for private usage for evening parties which restricts the bookings for Saturday evenings.
- 4.8. The hire fees for the venues have both NFP and commercial rates with the venues being highly utilised, particularly on weekday evenings.
- 4.9. Under the Council's Fees and Charges Policy, the cost per hour of \$15.00 for a NFP group at Criterion House would apply. Food Not Bombs would require the venue for four hours every Saturday evening and do not have the capacity to pay the fee of \$60.00 per week.
- 4.10. The Food Not Bombs organisers have requested a full waiver of fees for the use of Criterion House which equates to \$3,120 per annum.

**5. Proposal and Implementation**

- 5.1. It is proposed that the Council waive the hire fees of \$60.00 per week for the NFP community group, Food Not Bombs, to use Criterion House. The group will prepare and serve free weekly meals to community members on Saturday evenings.
- 5.2. The funding provided by the City of Hobart be recorded in the relevant Annual Reports in accordance with the Council's policy on the disclosure of grants and benefits.

**6. Strategic Planning and Policy Considerations**

- 6.1. This aligns with the *Capital City Strategic Plan 2015-2025* Goal 4 - Strong, Safe and Healthy Communities "Our communities are resilient, safe and enjoy healthy lifestyles."

Strategic Objective 4.1 - Community connectedness and participation realises the cultural and social potential of the community.

- "4.1.4 - Facilitate and support local community groups to enhance community programs and reduce social isolation."

**7. Financial Implications****7.1. Funding Source and Impact on Current Year Operating Result**

- 7.1.1. Under the current Fees and Charges schedule, the weekly hire fee would be four hours use at \$15.00 per hour (not-for-profit rate). Per annum, this would equate to a grant of \$3,120.
- 7.1.2. Whilst the fee waiver may reduce the potential commercial income generated by Criterion House, it is noted that there are no current bookings for this space in the upcoming six months.

**7.2. Impact on Future Years' Financial Result**

- 7.2.1. Ongoing use of the space may minimise the potential for commercial hire. On average income generated by the venue for Saturday evening bookings would equate to approximately \$250.00 per annum.

**7.3. Asset Related Implications**

- 7.3.1. As several users of this venue utilise the kitchen facilities as well, officers will monitor the impact on kitchen equipment.

**8. Legal, Risk and Legislative Considerations**

- 8.1. A standard booking agreement will be entered into that covers all risk factors associated with any hire of the space.

**9. Environmental Considerations**

- 9.1. Food Not Bombs operates with strong environmental ethics, sourcing excess food for meals and ensuring minimal waste.

**10. Social and Customer Considerations**

- 10.1. The Food Not Bombs project has developed a weekly following through its welcoming and inclusive approach. The benefits to both users of the service, the volunteers themselves and the wider community are aligned with promoting social potential and encouraging community diversity.

**11. Marketing and Media**

- 11.1. The project would be supported by the Council through access to Criterion House but it would remain an independent project of Food Not Bombs.
- 11.2. If a fee waiver is granted, a media release relating to the support would be prepared and the Council's support of the project would be promoted.

## **12. Community and Stakeholder Engagement**

- 12.1. The Mathers House Coordinator and Community Programs Coordinator have been consulted in the preparation of this report.

## **13. Delegation**

- 13.1. This matter is delegated to the Council.

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



Kimbra Parker  
**MANAGER COMMUNITY AND  
CULTURAL PROGRAMS**



Philip Holliday  
**ASSOCIATE DIRECTOR COMMUNITY  
DEVELOPMENT**

Date: 2 March 2018  
File Reference: F18/17341; 16/194

**6.4 Applications Approved Under the Delegated Authority of the  
Associate Director Community Development for Quick Response  
Grants  
File Ref: F18/9602; 17/213**

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Memorandum of the Associate Director Community Development of 28  
February 2018 and attachment.

Delegation: Committee



City of **HOBART**

**MEMORANDUM: COMMUNITY, CULTURE AND EVENTS COMMITTEE**

**Applications Approved Under the Delegated Authority of  
the Associate Director Community Development for Quick  
Response Grants**

The Director Community Development submits for information the attached table of Quick Response Applications approved under delegated authority.

***RECOMMENDATION***

***That the information be received and noted.***

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*

Philip Holliday  
**ASSOCIATE DIRECTOR COMMUNITY  
DEVELOPMENT**

Date: 28 February 2018  
File Reference: F18/9602; 17/213

Attachment A: Quick Response Applications approved under delegated authority ↓

**APPLICATIONS APPROVED UNDER THE DELEGATED AUTHORITY OF  
THE ASSOCIATE DIRECTOR COMMUNITY DEVELOPMENT  
FOR QUICK RESPONSE GRANTS – FILE REF: 17/213**

Applicant	Project Description	Grant Stream	Value of Grant \$ excl	Date of Approval
Nepali Society of Tasmania 13/4/2018	<i>Nepali New Year Celebration</i> Nepal has more than 60 ethnic groups and celebrates nine different new years in a single year. However, Baisakh 1st (mid-April) is celebrated as a national new year by all the communities and socio-ethnic groups in Nepal. This project is all about integrating the members of the community together to celebrate Nepali New Year and keeping the tradition lively. Nepali Society of Tasmania (NEST) has been formally organising the event since its establishment in 2012. Nepali New year is celebrated by all the communities and ethnic groups of Nepal and therefore, will attract Nepalese, Bhutanese refugees and friends residing in and around Hobart.	Venue Support	\$1,000 in-kind	14/2/2018
Mt Stuart Primary Parents & Friends Association Inc 2/3/2018	<i>2018 School Fair</i> The bi-annual fair is a major fundraiser to support programs and projects at Mount Stuart Primary School.  In-kind support received is for the hire of City of Hobart bean bags for the eating/band/entertainment zone. Previously the bean bags have added colour, fun and comfort to the fair, and created a great atmosphere.	Community	\$500 in-kind	26/2/2018
St Michael's Collegiate School 2/3/2018	<i>Collegiate School Fair</i> The annual Collegiate Fair brings together a large cross section of the Hobart community. Organised by parents and friends of the school, and supported by over 700 young people, the Collegiate Fair brings together an estimated 2000 visitors.	Event	\$375 in-kind	26/2/2018
Olivia Brown Photographer 9/3/2018	<i>Where is my Village - Breastfeeding Journeys</i> Olivia Brown is photographing 100 women breastfeeding their babies, and as part of it, will document individual stories which will be compiled into a book which will be for public sale. The exhibition will display the images for the public to view.	Creative Hobart	\$1,000	26/2/2018

Applicant	Project Description	Grant Stream	Value of Grant \$ excl	Date of Approval
<p>Multicultural Women's Council of Tasmania</p> <p>10/3/2018</p>	<p><i>Multicultural Women's Council of Tasmania is Celebrating International Women's Day</i></p> <p>International Women's Day event is being held during the day at Legacy House. This is an invitation only event, for women from diverse cultural and religious background communities. The event will present music and dance entertainment and multicultural cuisine.</p>	Community	\$500	26/2/2018
<p>VisAbility Ltd Guide Dogs Tasmania</p> <p>1/4 - 31/5/2018</p>	<p><i>Dining in the Dark</i></p> <p>Dining in the dark is a fundraising campaign that will commence on 1 April and conclude on 31 May 2018. As part of the two month long fundraising campaign awareness events are being hosted to increase participation from the community to register and host their own fundraising activity. The awareness event that is being supported by the City of Hobart is a lunch "under blindfold" activity in the Elizabeth Mall.</p>	Community	\$438	26/2/2018



## **7 COMMITTEE ACTION STATUS REPORT**

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### **7.1 Committee Actions - Status Report**

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A report indicating the status of current decisions is attached for the information of Aldermen.

***RECOMMENDATION***

***That the information be received and noted.***

Delegation: Committee

Attachment A: Open Status Report

**COMMUNITY, CULTURE AND EVENTS COMMITTEE – STATUS REPORT**

OPEN PORTION OF THE MEETING

February 2018

Ref	Meeting	Report / Action	Action Officer	Comments
1	<b>SALAMANCA MARKET - CASUAL STALLHOLDER LICENCES</b> Council, 11/5/2015, Item 17 and Council, 24/10/2016, Item 19	That a trial be conducted to include ten 'replacement' casual stalls in peak season on Gladstone Street between the Abel Tasman Monument and Parliament Lawns between the first Saturday in October 2015 and the first Saturday in May 2016.	Associate Director City Economy, Tourism & Events	This item will be examined as part of the Salamanca Market Business Plan due to commence in 2018.

Ref	Meeting	Report / Action	Action Officer	Comments
2	<b>COMMUNITY DEVELOPMENT GRANTS PROGRAM</b> Council, 21/9/2015, Item 29 and Council, 25/7/2016, Item 13 and Council, 22/8/2016, Item 10 and Council, 24/10/2016, and Item 16 Council 21/11/2016 Item 12	That: 4. The need for a new Medium Cultural Organisations grant stream, which could operate under similar terms as the current Major Cultural Organisations stream, but which would require an additional funding allocation of \$50,000, be reviewed following the next round of grants in February 2017, and if necessary be subject to a further report to the Council.	Associate Director Community Development	In relation to clause 4 a report on the proposed Medium Cultural Organisation Grants stream will be provided in May 2018 in conjunction with a report relating to grant pool allocations

Ref	Meeting	Report / Action	Action Officer	Comments
3	<b>CREATIVE CITIES NETWORK - INTERNATIONAL CITY OF LITERATURE</b> NOM Council, 21/11/2016, Item 10 and Council, 24/4/2017, Item 15	<p>That the Council not submit an application in June 2017 to become a UNESCO City of Literature, but allow six months to research, consult with stakeholders, develop partnerships, formulate a budget and create a steering committee, to evaluate the best option of either:</p> <ol style="list-style-type: none"> <li>1. Preparing an application for June 2018 to become a member of the ongoing UNESCO City of Literature Network; or</li> <li>2. Preparing an application to be the UNESCO World Book Capital in 2021, a one year program with applications closing in March 2019.</li> </ol>	Associate Director Community Development	Officers are finalising research to inform a report to be submitted to the April meeting.
4	<b>STREET TEAMS INITIATIVE EVALUATION</b> Council, 20/3/2017, Item 15	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council note the evaluation of the Street Teams Project and approve the ongoing provision of security services for the taxi rank on Castray Esplanade, to support the delivery of the Street Teams Project in partnership with the Salvation Army and Tasmania Police.               <ol style="list-style-type: none"> <li>(i) The arrangement be ongoing provided that the Street Teams Project retains commitment from the other partner organisations.</li> </ol> </li> <li>2. An annual budget allocation of \$50,000 be included in the Community Development Policy Management - Community Safety Activity area of the Annual Plan.</li> <li>3. An appropriate joint media opportunity be arranged to promote the findings of the Street Teams evaluation report.</li> </ol>	Associate Director Community Development	A media opportunity as part of the late night economy toilet trial outcomes will be arranged following consolidation and analysis of the feedback received from the trial.

Ref	Meeting	Report / Action	Action Officer	Comments
5	<b>DIGITAL URBAN SCREEN - ELIZABETH STREET FORECOURT OF THE UNIVERSITY OF TASMANIA RESIDENTIAL COMPLEX</b> Council, 24/4/2017, Item 13	That: 1. The Council approve the purchase of a large LED screen for installation in the Elizabeth Street forecourt of the University of Tasmania Student Housing complex, at an estimated cost of \$83,000, to be funded from the existing Property Plant and Equipment allocation for Public Art within the 2016-17 Annual Plan. 2. The purchase be subject to receipt of planning approval for the screen to be installed in the proposed location. 3. The Council write to the Vice-Chancellor of the University of Tasmania and request a contribution to the capital cost of the digital urban screen.	Associate Director Community Development	Officers are progressing this matter.
6	<b>FOOD NOT BOMBS - REQUEST TO WAIVE VENUE HIRE FEE</b> Council, 22/5/2017, Item 12	That: 1. The Council waive the hire fees of \$60.00 per week for the non-profit community group, Food Not Bombs to use Criterion House. The group will prepare and serve free weekly meals to community members on Saturday evenings. 2. This agreement be undertaken on a trial basis for a six month period to determine the suitability of the venue for the activity. 3. The value of the support be recorded in the City of Hobart Annual Report in accordance with the Council's policy in relation to the disclosure of grants and benefits. 4. The attendance of the Food Not Bombs weekly meal program at Criterion House be monitored during the six month trial period and an update report be provided to the Committee.	Associate Director Community Development	A report is included in this agenda.

Ref	Meeting	Report / Action	Action Officer	Comments
7	<b>ACCESSIBLE BEACH TRIAL</b> Council, 21/8/2017, Item 14 and Council, 20/11/2017, Item 14	That: <ol style="list-style-type: none"> <li>1. The trial of one accessible beach wheelchair, in partnership with Surf Life Saving Tas the 2017-18 summer period.</li> <li>2. A partnership also be developed with Surf Life Saving Tasmania to facilitate the availability of the Beach Chairs during the summer patrols at Nutgrove Beach.</li> <li>3. An allowance of \$500 be allocated for promotion of the trial to ensure community awareness of the offering and a media event be held by the City of Hobart with sector representatives to further promote the trial.</li> <li>4. Beach matting not be installed as part of the trial.</li> </ol>	Director Parks and City Amenity	The trial was successfully undertaken during the summer period at Nutgrove Beach in partnership with Surf Life Saving Tasmania.  Complete.
8	<b>RAINBOW FLAG</b> Council, 21/8/2017, Item 15	That: <ol style="list-style-type: none"> <li>1. The City of Hobart continuously fly the Rainbow Flag from the flag pole located on the Hobart Council Centre until Marriage Equality becomes law.</li> <li>2. A report be prepared canvassing the cost of purchasing and installing additional flag poles for the Hobart Town Hall's Elizabeth Street frontage.</li> </ol>	Group Manager City Government and Customer Relations	Clause 1 has been completed.  The installation of additional flagpoles will be addressed as part of the resurfacing of the Town Hall parking deck. Design preparation for these works is underway.

Ref	Meeting	Report / Action	Action Officer	Comments
9	<b>THE TASTE OF TASMANIA 2017-18</b> Council, 4/9/2017, Item 15	That: 1. The Council deliver The Taste of Tasmania in 2017-18 in line with the current event format, taking into consideration key patron and stallholder feedback, with a revised approach for future years to be presented to the Council in early 2018. 2. The Council approve the changes to the Terms of Reference for The Taste of Tasmania Advisory Group, marked as Attachment B to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017, that include: i) An ongoing term of office. ii) Inclusion of the Chairman of the Community, Culture and Events Committee (or the Committee of Council responsible for the oversight of The Taste of Tasmania) as an ex officio member. iii) All necessary operational decisions and actions (such as ticket pricing, marketing, planning, and sponsorship procurement) to deliver The Taste of Tasmania within Council approved budget parameters be delegated to the General Manager. 3. The fixed stallholders' fees and other charges for the 2017-18 Taste of Tasmania remain the same as 2016-17 fees, and the variable site fee be reduced from 10% to 5% of gross stallholder onsite turnover, as shown in the fees and charges schedule for the 2017-18 event, marked as Attachment C to item 4.1 of the Special Open Community, Culture and Events Committee agenda of 4 September 2017.	Associate Director City Economy, Tourism & Events	The Taste of Tasmania 2017-18 is included on this agenda.



Ref	Meeting	Report / Action	Action Officer	Comments
		<p>4. The variable site fees be collected using the same 'honour' based system applied in 2016-17, featuring a cash and EFTPOS based transactional system with stallholders utilising their own EFTPOS and Point of Sale systems.</p> <p>5. The loss in income associated with the reduction in the variable stallholder site fee in the order of \$185,000 be offset as part of a formal approach for sponsorship to the Tasmanian Government seeking a total of \$250,000 in cash and in-kind support.</p> <p>6. The General Manager be delegated the authority to undertake all actions necessary to enact the actions and recommendations detailed in this report, including any amendments to stallholder agreement terms and conditions, as required.</p> <p>7. The Lord Mayor and the Chairman of the Community, Culture and Events Committee be authorised to make any necessary media statements at the appropriate times.</p>		

Ref	Meeting	Report / Action	Action Officer	Comments
10	<b>LUNAR NEW YEAR ACTIVITIES</b> Council, 18/9/2017, Item 12	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Lunar New Year Working Group continue to be convened, and be chaired by an Alderman of the City of Hobart to be nominated by the Council, with the next meeting to be held in early October 2017.               <ol style="list-style-type: none"> <li>(i) The Committee nominates Deputy Lord Mayor Christie for chair of the Lunar New Year Working Group.</li> </ol> </li> <li>2. The following assistance will be provided in respect to Lunar New Year 2018:               <ol style="list-style-type: none"> <li>(i) Capacity building developmental support and advice for working group members looking to stage events; and</li> <li>(ii) Overarching marketing and media support for the event program at a similar level to the provision in 2017, using the existing design templates and promotional materials (street banners, Town Hall banners, pull up banners and caps) and the development of a 'Year of the Dog' program event guide and promotional campaign.</li> </ol> </li> </ol>	Associate Director Community Development	City Marketing officers are progressing this matter and the Festival will conclude on 2 March 2018.

Ref	Meeting	Report / Action	Action Officer	Comments														
11	<p><b>2017 THE TASTE OF TASMANIA - NEW YEAR'S EVE, TICKET PRICING AND RETAIL RECOMMENDATIONS</b></p> <p>Council, 23/10/2017 Item 18</p>	<p>That:</p> <p>1. The following pricings for the New Year's Eve party at the 2017 Taste of Tasmania be approved:</p> <table><tr><th></th><th>2017 proposed pricing (incl. GST if applicable and booking fee)</th></tr><tr><td>Waterfront Seating</td><td>\$100</td></tr><tr><td>The Atrium</td><td>\$90</td></tr><tr><td>The Deck</td><td>\$75</td></tr><tr><td>The Riverside</td><td>\$100</td></tr><tr><td>PW1</td><td>\$90</td></tr><tr><td>General Admission</td><td>\$65</td></tr></table> <p>2. Patrons with all ticket types be able to upgrade their New Year's Eve party ticket to a 'VIP Entry' ticket for an additional \$20 (inclusive of GST if applicable and booking fee), with this ticketing option including priority access into the venue, and a complimentary 'Taste' glass filled with either champagne or beer.</p> <p>3. To incentivise subscribers, patrons who sign up to The Taste of Tasmania website be given 24 hour access, ahead of the General Public, to purchase New Year's Eve and Reserved Seating daily tickets.</p> <p>4. Premium Reserved Seating tickets be priced at \$25 inclusive of GST if applicable and booking fee, with a five hour sitting period.</p>		2017 proposed pricing (incl. GST if applicable and booking fee)	Waterfront Seating	\$100	The Atrium	\$90	The Deck	\$75	The Riverside	\$100	PW1	\$90	General Admission	\$65	<p>Associate Director City Economy, Tourism &amp; Events</p>	<p>Complete.</p>
	2017 proposed pricing (incl. GST if applicable and booking fee)																	
Waterfront Seating	\$100																	
The Atrium	\$90																	
The Deck	\$75																	
The Riverside	\$100																	
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General Admission	\$65																	

Ref	Meeting	Report / Action	Action Officer	Comments						
		<p>5. A second, more economical Reserved Seating area, targeting large families and group bookings, 'The Riverside' will offer tickets to be priced at \$50 per table inclusive of GST if applicable and booking fee, with a shorter three hour sitting period.</p> <p>6. The General Manager be delegated the authority to determine beer, beverage and water prices at the City of Hobart operated bars, and all pricings associated with food and beverage tours and tastings operated, facilitated or organised by the City of Hobart at the 2017 Taste of Tasmania.</p> <p>7. City of Hobart wine glasses for sale on-site at the 2017 Taste of Tasmania attract the following retail prices:</p> <table><tr><th>Glass Type</th><th>2017 pricing (incl. GST if applicable)</th></tr><tr><td>Wine (still)</td><td>\$8.00</td></tr><tr><td>Sparkling</td><td>\$8.00</td></tr></table> <p>8. The General Manager be delegated to further pursue the potential for the Hobart City Council to seek registration on the Australian Government's Register of Cultural Organisations for The Taste of Tasmania, including any retrospective or future application of this potential status to the pricing methodology associated with the event.</p>	Glass Type	2017 pricing (incl. GST if applicable)	Wine (still)	\$8.00	Sparkling	\$8.00		
Glass Type	2017 pricing (incl. GST if applicable)									
Wine (still)	\$8.00									
Sparkling	\$8.00									

Ref	Meeting	Report / Action	Action Officer	Comments
12	<b>MUSICA VIVA TASMANIA -  EXTENSION OF  PARTNERSHIP  ARRANGEMENT</b> Council, 23/10/2017, Item 17	<p>That:</p> <ol style="list-style-type: none"> <li>1. In light of the significant benefits that the Musica Viva Tasmania (MVT) concert program brings to the city, and in particular the benefits provided to the City of Hobart and the wider cultural community through the housing of the Steinway Model D concert grand piano in the Town Hall, the City of Hobart enter into a new partnership agreement with Musica Viva Tasmania, for a five year period from 2018-2022, that allows them to utilise the Town Hall for up to eight concerts per annum with no cost for hall hire.</li> <li>2. The City of Hobart continue to fund the insurance and maintenance charges associated with the piano at an annual cost of approximately \$2140.</li> <li>3. An additional allocation of \$11,000 be listed for consideration in the in the Halls function of the draft 2019-20 Annual Plan to undertake a major refurbishment of the piano.</li> <li>4. The General Manager be delegated the authority to amend the existing contractual deed that specifies the conditions relating to the housing of the grand piano to reflect the new partnership arrangement.</li> <li>5. The value of the in kind support provided to MVT be recorded in the relevant Annual Reports in accordance with the Council's policy in relation to the disclosure of grants and benefits.</li> </ol>	Associate Director Community Development	<p>The agreement has been completed.</p> <p>Complete.</p>

Ref	Meeting	Report / Action	Action Officer	Comments
13	<b>COMMUNITY DEVELOPMENT GRANTS PROGRAM - RECOMMENDATIONS - ROUND TWO 2017</b> Council, 23/10/2017, Item 16	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Council approve the recommended level of funding to the respective applicants for assistance under the 2017-18 Community Development Grants Program under the streams of Community, Creative Hobart, and Events as outlined below:               <ol style="list-style-type: none"> <li>(i) The projects recommended for full funding from round two 2017 of the Community Development Grants Program as detailed in Table 1 of Attachment A to item 6.6 of the Open Community Culture and Events Committee agenda of 18 October 2017.</li> <li>(ii) The projects recommended for partial funding from round two 2017 of the Community Development Grants Program as detailed in Table 2 of Attachment A to item 6.6 of the Open Community Culture and Events Committee agenda of 18 October 2017.</li> <li>(iii) The projects not recommended for funding from round two 2017 of the Community Development Grants Program as detailed in Table 3 of Attachment A to item 6.6 of the Open Community Culture and Events Committee agenda of 18 October 2017.</li> </ol> </li> <li>2. The value of the recommended projects is \$23,076.51 for Community Grants, \$48,629 for Creative Hobart Medium and Small Grants, and \$73,851 for Event Grants.</li> </ol>	Associate Director Community Development	All items have been completed except for item 7 which will be the subject of a report in April 2018.

Ref	Meeting	Report / Action	Action Officer	Comments
		<p>3. In order to build the City's relationship with the performing arts sector and the Salamanca Arts Centre (SAC), that \$5,000 in cash support be granted to both the Theatre Council of Tasmania Inc. for the 2018 Tasmanian Theatre Awards and to SAC for the '24 Hours in Hobart' project.</p> <p>4. In line with a previous report submitted to the Community Culture and Events Committee of 9 November 2016, support for the Estia Greek Festival, Festa Italia and the City of Hobart Eisteddfod be considered as part of an urgent report on the possible establishment of a 'City Partnerships' program with community based events and their supporting organisations, such as the Royal Hobart Regatta and the Sandy Bay Regatta, which have had long standing grant or support recipient relationships with the City of Hobart.</p> <p>5. All funding applicants be advised accordingly.</p> <p>6. The total grant provision be recorded in the 'Grants, Assistance and Benefits Provided' section of the City of Hobart's Annual Report.</p> <p>7. The funding for the Community Development Grants Program under the Community, Creative Hobart, and Events streams be reviewed.</p>		



Ref	Meeting	Report / Action	Action Officer	Comments
14	<b>LATE NIGHT TOILET PROVISIONS - SALAMANCA / WATERFRONT PRECINCT</b> Council, 23/10/2017, Item 15	That: 1. A four month trial extension of the operating hours of Salamanca Square public toilets to 3 am for late night use on Friday and Saturday nights and special events, be undertaken from 3 November 2017 to 24 February 2018 inclusive. 2. The costs of cleansing, security, and related maintenance associated with this trial be met by an additional budget allocation of \$23,135 within the Community Planning and Coordination function in the 2017-18 Annual Plan.	Associate Director Community Development	Feedback on the trial is being consolidated and a report will be submitted to the the next available Committee meeting.
15	<b>URBAN ART WALLS: ITERATION 4 - BIDENCOPES LANE</b> Council, 23/10/2017, Item 13	That the Council approve the implementation of a fourth iteration of the Urban Art Walls project to be located within Bidencopes Lane and other inner city locations, as part of the Vibrance Festival in early 2018 (February/March), at an estimated cost of \$40,000 to be funded from the existing allocation for Public Art in the 2017-18 Annual Plan.	Associate Director Community Development	The festival has been successfully held.  Complete.

Ref	Meeting	Report / Action	Action Officer	Comments
16	<b>SIGNAL BOX RETENTION</b> Council, 4/12/2017, Item 11	<p>Motion</p> <p>"That if Council agrees in-principle that the Signal Box Project has been a great success for livening the streets of Hobart and reducing the impact of tagging graffiti, a further report be prepared outlining what steps will be needed to continue the painting of Signal Boxes beyond the funded Signal Box Project, either to renew or place new art, including but not limited to:</p> <ul style="list-style-type: none"> <li>(a) If Council will need to take over managing the project from Urban Smart Projects;</li> <li>(b) Exploring a range of funding possibilities including part or calling for crowdfunding of future re-paints;</li> <li>(c) The involvement of current artists; and</li> <li>(d) The need for any agreement with the Department of State Growth (or its future iterations) in continuing the painting of the Signal Boxes." </li></ul>	Associate Director Community Development	A report on this matter will be provided at the April 2018 meeting.

Ref	Meeting	Report / Action	Action Officer	Comments
17	<b>CITY PARTNERSHIPS</b> Council, 4/12/2017, Item 15	That: 1. The Council endorse the development and implementation of the Hobart City Partnership Program. 2. The Council approve the inclusion of the following organisations, which meet the program criteria, in the proposed program: <ul style="list-style-type: none"> <li>• The City of Hobart Eisteddfod</li> <li>• Festa Italia</li> <li>• Greek Orthodox Church and Benevolent Society of St George (Hobart)</li> <li>• The Royal Hobart Regatta</li> <li>• RSL Tasmania ANZAC Day Commemorative Committee</li> <li>• The Sandy Bay Regatta</li> </ul> 3. The General Manager be delegated the authority to enter into an agreement with each participating organisation, to make any necessary administrative changes during the life of each agreement and any administrative changes to the guidelines for the Hobart City Partnership Program. 4. Any agreement with participating organisations as part of this program be for a maximum of five (5) years. 5. The proposed Hobart City Partnership Program provide cash and/or in-kind support to each organisation as included in the 'Hobart City Partnership Program Details'.	Associate Director Community Development	This matter is being progressed.

Ref	Meeting	Report / Action	Action Officer	Comments
		<p>6. The financial support provided to each organisation be indexed in line with the Consumer Price Index for Hobart, and that in-kind support be consistent with any changes to the City of Hobart annual fees and charges during the life of each agreement.</p> <p>7. During the term of each agreement, participating organisations provide an annual report to the Council that includes information on expenditure and utilisation of City of Hobart financial and in-kind support, as well as other details on the delivery of the event, with the parameters of the annual report to be determined by Council officers, in consultation with each participating organisation.</p> <p>8. Current financial allocations within identified budget function areas that relate to the proposed program be consolidated into the Grants and Assistance function area within the Community Development Policy Management budget.</p> <p>9. An additional allocation of \$6000 be made to the Grants and Assistance function area within the allocation for Community Planning and Coordination in the 2017-18 Annual Plan.</p> <p>10. An increased overall allocation of \$49,000, indexed in line with the Consumer Price Index for Hobart, be included in the budget preparation for future years in the Community Development Planning and Coordination budget function area.</p>		

Ref	Meeting	Report / Action	Action Officer	Comments
		<p>11. The City of Hobart Policy titled Applications for Grants - Community Development Division be amended.</p> <p>12. The value of support provided each financial year to participating organisations be recorded as a grant in the Council's Annual Report in accordance with Council's policy in relation to the disclosure of grants and benefits.</p>		

## **8. QUESTIONS WITHOUT NOTICE**

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Section 29 of the *Local Government (Meeting Procedures) Regulations 2015*.  
File Ref: 13-1-10

An Alderman may ask a question without notice of the Chairman, another Alderman, the General Manager or the General Manager's representative, in line with the following procedures:

1. The Chairman will refuse to accept a question without notice if it does not relate to the Terms of Reference of the Council committee at which it is asked.
2. In putting a question without notice, an Alderman must not:
  - (i) offer an argument or opinion; or
  - (ii) draw any inferences or make any imputations – except so far as may be necessary to explain the question.
3. The Chairman must not permit any debate of a question without notice or its answer.
4. The Chairman, Aldermen, General Manager or General Manager's representative who is asked a question may decline to answer the question, if in the opinion of the respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The Chairman may require a question to be put in writing.
6. Where a question without notice is asked and answered at a meeting, both the question and the response will be recorded in the minutes of that meeting.
7. Where a response is not able to be provided at the meeting, the question will be taken on notice and
  - (i) the minutes of the meeting at which the question is asked will record the question and the fact that it has been taken on notice.
  - (ii) a written response will be provided to all Aldermen, at the appropriate time.
  - (iii) upon the answer to the question being circulated to Aldermen, both the question and the answer will be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, where it will be listed for noting purposes only.

## **9. CLOSED PORTION OF THE MEETING**

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The following items were discussed: -

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| Item No. 1   | Minutes of the last meeting of the Closed Portion of the Council Meeting |
| Item No. 2   | Consideration of supplementary items to the agenda                       |
| Item No. 3   | Indications of pecuniary and conflicts of interest                       |
| Item No. 4   | Committee Action Status Report   |
| Item No. 4.1 | Committee Actions - Status Report<br>LG(MP)R 15(2)(g)                    |
| Item No. 5   | Questions Without Notice   |